



DEPARTMENT OF THE ARMY
HEADQUARTERS, US ARMY ARMOR CENTER AND FORT KNOX
40 WEST CHAFFEE AVENUE
FORT KNOX, KENTUCKY 40121-5218

REPLY TO
ATTENTION OF:

Expires 9 February 2008

ATZK-CSM-R (601)

9 February 2006


MEMORANDUM FOR

Commanders, All Units Reporting Directly to This Headquarters
Directors and Chiefs, Staff Offices/Departments, This Headquarters

SUBJECT: Fort Knox Policy Memo No. 14-06 – Fort Knox Army Retention Program

1. Reference AR 601-280, Army Retention Program, 31 March 1999.
2. Retention is a command responsibility. All leaders will make retention of quality Soldiers a top priority.
3. The goals of the Army Retention Program are to retain the highest quality Soldiers, maintain command involvement at all levels, and support force alignment objectives. Additionally, it is essential to afford all Soldiers electing not to remain on active duty the opportunity to transition into the Reserve Components. Details of the Fort Knox Army Retention Program are enclosed (Encls 1 and 2).
4. We will maintain a strong and viable program that focuses on retention of quality Soldiers and their families. It is essential that we identify and retain our best Soldiers to maintain the smaller, highly qualified and technical force required for today's Army.

2 Encls


ROBERT M. WILLIAMS
Major General, USA
Commanding

DISTRIBUTION:

C

CF:

CDRS, Fort Knox Partners in Excellence

FORT KNOX RETENTION INCENTIVE PROGRAM

1. Reference AR 601-280, Army Retention Program, 31 March 1999.
2. This Retention Incentive Program recognizes the following:
 - a. Soldiers reenlisting in the regular Army.
 - b. Personnel extending under the Bonus Extension and Retraining (BEAR) Program.
 - c. Soldiers contracting with a unit of the Reserve Component.
3. Incentives are established as follows:
 - a. A 4-day pass to be taken within 60 days after reenlistment—BEAR program extension or contract with a Reserve Component unit. An additional 3-day pass will be given to Soldiers who reenlist for current station stabilization.
 - b. Authorized to take a 30-day reenlistment leave per AR 600-8-10. Reenlistment leave is chargeable against the Soldier's leave and requires unit commander approval.
4. All subordinate units will establish and implement a retention incentive program to supplement the one contained in this memorandum and forward a copy to the Post Retention Office. The Post Retention Office will review subordinate unit Retention Incentive Programs with the Armor Center CSM.

FORT KNOX RETENTION AWARDS PROGRAM

1. Reference AR 601-280, Army Retention Program, 31 March 1999.
2. This Retention Awards Program supplements the Army Retention Program by recognizing retention achievements of subordinate units and AC/RC Career Counselors. Specifically, it establishes procedures for quarterly and yearly awards.
3. Retention awards for subordinated units and Career Counselors for the active and reserve categories will be presented as follows:
 - a. Quarterly.
 - (1) Each unit will receive a plaque for achieving 100 percent of the retention objective in all categories. All categories is defined as active component initial term and mid-career objective as well as Reserve Components objective.
 - (2) Each AC/RC Career Counselor will receive a Certificate of Achievement for achieving 100 percent of the retention objectives in all categories.
 - (3) The unit achieving the highest combined percentage over 100 percent in the initial term and mid-career category AND 100 percent in the Reserve Components category will receive the rotating quarterly trophy award.
 - b. Yearly.
 - (1) Each unit will receive a plaque for achieving 100 percent of the retention objective in all categories.
 - (2) Each AC/RC Career Counselor will receive an award for achieving 100 percent of the retention objective in all categories.
 - (3) The unit achieving the highest combined percentage over 100 percent in the initial term and mid-career category AND 100 percent in the Reserve Components category will receive a permanent trophy award.
4. If not previously accomplished, all subordinate units will establish retention awards program to supplement those contained in this memorandum and forward a copy to the Post Retention Office.